



**MINUTES SUMMER WORK SESSION  
CITY COUNCIL SPECIAL MEETING  
CITY OF LEANDER, TEXAS**



Stagecoach Inn  
416 S. Main Street - Salado, Texas  
Saturday - July 25, 2020 and Sunday, July 26, 2020

**Mayor – Troy Hill**

**Place 1 – Kathryn Pantalion-Parker**

**Place 2 – Michelle Stephenson**

**Place 3 – Jason Shaw**

**Place 4 – Christine Sederquist**

**Place 5 – Chris Czernek**

**Place 6 – Marci Cannon, *Mayor Pro Tem***

**City Manager – Rick Beverlin**

THE CITY COUNCIL OF THE CITY OF LEANDER, TEXAS WILL CONVENE ON SATURDAY, JULY 25, 2020 AND SUNDAY, JULY 26, 2020 AT THE LOCATION AND TIMES STATED ABOVE TO HOLD A RETREAT TO ALLOW THE CITY COUNCILMEMBERS TO COMMUNICATE AND ASSESS THE CURRENT STATUS OF ISSUES, PROGRAMS AND POLICIES THAT AFFECT THE CITY OF LEANDER AND TO ENGAGE IN COMPREHENSIVE PLANNING REGARDING THE CITY'S ANTICIPATED FUTURE ISSUES AND NEEDS FOR ITS CITIZENS REGARDING THE ITEMS LISTED IN THIS AGENDA. THE ITEMS LISTED BELOW ARE FOR DISCUSSION PURPOSES ONLY AND NO FORMAL ACTION OR VOTES WILL BE TAKEN. AS A QUORUM OF THE MEMBERS OF THE CITY COUNCIL WILL BE PRESENT, THIS AGENDA IS BEING POSTED IN COMPLIANCE WITH CHAPTER 551 TEXAS GOVERNMENT CODE AND THE TEXAS OPEN MEETING ACT. THE CITY COUNCIL WILL BE TAKING BRIEF BREAKS DURING EACH DAY AND WILL HAVE A WORKING LUNCH ON SATURDAY AT NOON.

Saturday, July 25, 2020 opened meeting at 9:00 a.m. Mayor Hill confirmed a quorum was present; and Councilmember Stephenson and Councilmember Sederquist absent.

Sunday, July 26, 2020 opened meeting at 9:00 a.m. Mayor Hill confirmed a quorum was present; and Councilmember Stephenson and Councilmember Sederquist absent; Councilmember Shaw left the meeting at 9:42 a.m.

Prior to discussion beginning, Mayor Hill asked the City Council to rank their priorities in order beginning with the most important. Following a review of the individual rankings, below is the outcome.

1. *Water*
2. *Economic Development*
3. *Revenues/Budget*
4. *Development Standards*
5. *Amenities*

*Items discussed:*

1. Overview FY 2021 Proposed Budget discussion included: various types of funds; SB2 changes setting tax rate; debt rate at 20 cents and O&M 30 cents; debt tax rate will bring in \$14.5 million; \$7 billion dollar property tax base as of January 1, 2020; historically budget 98.5% collection rate for property taxes; sales tax revenue; CapMetro funds; point of sale – municipality receives credit – future legislation discussions – could change current legislation; development fees and other fees; budget process regarding one-time expenses versus recurring expenses; personnel costs; last 4-5 years at 50-55%; personnel cost will continue to grow as we add more employees; preliminary budget; base budget; supplements; capital project funds will go to fund CIP positions; base budget has a \$675,000 surplus; anticipate a carryover of \$1.8 million - \$2.3 million; recurring supplements; currently we have 340 full time employees – 78,000 population; mid-year adjustments; ombudsmen vs assistant city manager; non-recurring projects; submitted supplements; CIP projects; CIP projects not rolling forward; budget calendar; and Council requested budget workshop prior to August 20 regular meeting.

*Council took a brief recess at 10:30 a.m.; reconvened at 10:50 a.m.*

*Mayor Hill took Item 4. Economic Development following the budget discussion.*

2. BCRUA discussion included: where at; update Sandy Creek power failure; LCRA opted to not do a generator with last Sandy Creek renovation/updates; BCRUA does not have a generator as well; immediate action needed for Sandy Creek; BCRUA deep water intake will not be ready until 2027; executed contract with K.Friese to design and construct control valve at delivery point in Travisso; emergency back-up line; need for more delivery of potable water to Crystal Falls Tower; significant water line replacement along Crystal Falls; upcoming water line agenda items; BRA evaluating generator and maintenance needs plus annual cost; water conservation needs to be reviewed – need to shave peaks; increase in usage June 2020 over June 2019; largest peak day was mid-July at 17.5 – last year largest peak was not until August; we are not running out of water - moving water is the issue; when considering higher density developments we need to consider if can meet water and roadway needs not just if LISD can handle additional students; August is our peak month – conservation is critical may need to move to Stage 3; must determine how Stage 2 worked; and impact fees.

*City Council took a brief recess 2:30 p.m.; reconvened at 2:53 p.m.*

3. Capital Improvement Projects discussion included: FIRE *Fire Remodel and EMS Quarters*: will add 2 EMS quarters; site locations were determined by running models; and decided on Crystal Falls. *Fire Station 6*: being designed as a master facility plan; will include 3 bays; population and call volume serves about 10,000 people and 5 square miles; estimate window to construct FY22 and will staff in FY23; reasoning for spending funds to design when do not have land is once have design just have to find acreage; and unable to use previous 2 newly constructed stations due to they do not contain EMS quarters.

*Fire Engine*: replacement schedule based on 10 years; reserved engine over 20 years old; life span 7-14 years; frontline units versus reserve unit; pros and cons of sending an engine on every call; in a few years we will expand community health benefit component and use a smaller unit; a tiller truck is used mainly for high angle rescues due to having ladder; 50% of calls a typical truck will respond; medical calls only running if lights and sirens needed otherwise only running on fire calls.

#### PUBLIC WORKS

*West Drive*: sidewalks being constructed 5 foot wide.

*CR 290 and Nameless*: open trenched trying to complete before school starts.

*Traffic Control Operations*: TxDOT turning our signals over to us and completing upgrades; Kimely-Horn doing the assessment; expenditure covers upgrade of our signals to talk to other signals; once completed can work on timing and possibly fix a problem without going into the field.

*Eagles Way wastewater service*: laying new lines for better service.

*Wastewater Treatment Plant Improvements*: updating old sludge equipment and updating equipment

*Master Lift Station*: will allow us to delay plant expansion for a few years; and provides interim for future expansion;

*Wastewater collection lift station improvements*: study showed 8 need improvements; and rehabilitation to keep up with maintenance

*Sandy Creek*: design belt to make a dry haul versus a wet haul; typically all have some wet sludge haul; and dry haul is more efficient

ENGINEERING: Pushing Friese and Nichols to complete San Gabriel Parkway; the connection on

Ronald Regan Boulevard and San Gabriel Parkway needs to be complete then a signal installation; do not support construction of half the roadway as done on Palmera Ridge and Palmera Bluff; and right-of-way acquisition for San Gabriel Parkway

CIP SUB-COMMITTEE: looked at CAMPO and county project pages detail; put together bullets on what would like to see on pages presented to council; Councilmember Shaw created a spreadsheet; now we need staff to input all information requested; and once completed we will review and then make recommendations to council prior to September 3 budget vote.

4. Economic Development Initiatives discussion included: why ended up in Salado; desire to see mixed use in San Antonio; what mixed use looks like; visit other sites to compare; and old town.

*City Council recessed to take a bus tour of Salado at 10:54 a.m.; reconvened at 12:13 p.m.*

*Golf course* included: RFI for naming rights; help with course renovations; previous Olenowski study; possible ways to offset those cost; user complaints - irrigation, golf paths with narrow turns and some holes; safety and structural needs to keep course viable; marketing golf course as part of economic development; possibility of a restaurant with current COVID situation; can do break for build out; need for ad hoc golf committee input; renovate kitchen area, move clubhouse over by carts; advertising events at the facility; road coming through from Highlands; future growth in Travisso; last several years have operated in the black regarding the revenues; need for enhancements; and what is the return on the investment going to be with all the renovations.

*TYPE A and B Corporations* included: Type B would be more appropriate; most cities in the area have Type B; allowed uses under Type B; Type B Corporation funded by sales tax use (election) versus ad valorem tax (no election); pros and cons of hybrid model benefits; and land banking flexibility.

*Retail/Restaurants* included: Retail Strategies has not brought in any projects as of today; they gather data; can use them more; point in specific direction; no meetings set up at last ICSC; need for the data; will meet with landowners and stakeholders; contract over in 2021; expanding our footprint on other sites; development map being developed; and are we able to view who has viewed our city's profile information.

*Federal Grant Assistance* included: Federal Transit Administration funding; several positive meetings with CAMPO and CapMetro; looking at their finances; multi-year projects; extend Old Town and TOD; funds already spent in TOD; way to enhance developments; help with street improvements, signage and public art in park areas; 80-20 with 20 being municipal funds; 9 month – 1 year to create the plan; and do not have strings attached such as CDBG funds.

*Old Town Initiatives* included: program in Richmond; encourage businesses to update their buildings; murals; art; giving money to small companies to achieve something; spending funds on Old Town; investing in Old Town itself; build to make Old Town a destination; have a landmark such as water tower and up-light; landscaping with color pull people in; and need for additional water lines, if build out.

5. Capital Metropolitan Transportation Authority (CapMetro) included: Project Connect approved by Austin City Council to be on the November 2020 ballot; proposed improvement light rail lines; Austin based system; most resources inside Austin; costly system; downtown transit tunnel; ridership levels impacted by COVID; ILA between CapMetro and city of Austin; proposing to fund projects under Project Connect by establishing Local Government Corporation; blue; orange and gold lines wholly inside Austin city limits; upcoming board meetings to discuss financing; requires voter approval; what jurisdiction does other parties have; representation of Corporation will consist of Austin mayor; Austin city manager; executive board members and 3 additional position with knowledge in specialized fields from Austin or service area; we asked CapMetro to support legislators to change the collection of only one cent and not rebate back; contract services back; expressed concerns with other small cities participating; Austin's election is an increase in property taxes; the upkeep and maintenance of tracks



north of Leander; successful transit systems consist of origins and destinations at both ends; would Leander's FTA request compete with Project Connect.

*Mayor Hill moved Item 9. Library following CapMetro.*

6. Development Process Review discussion included: zoning process; subdivision process; application review timelines standard and alternate review; charge people, after so many submittals, if not answering comments; fee schedule amendments being brought forward with budget; review what other cities charge; updates to code/process; changes in 2019 and 2020; how to upgrade apartments to get more lifestyle living versus only an apartment complex; consider not allowing to pay park fee in lieu of - require park of some type with the development; proposed updates to the council – short term, mid-term and long term; reference library of changes to assist developers to stay informed; and hybrid comp plan meetings and/or possible delay of 30 days.

*Council took a brief recess at 10:42 a.m.; reconvened 10:51 a.m.*

7. Annexation Agreements discussion included: creating a general template to allow staff to enter into extensions without having each appear individual agreement come before council; dis-annexation; options to extend agreements, terminating agreements, annexed properties; and creating a checklist for council approval and then staff amend administratively.
8. Bryson Farmstead / Davis House discussion included: RFQ to include deliverables; discussed Historic Preservation Commission having a seat at the table with discussions going forward; need to determine uses; and doing joint meeting with Historic Preservation Commission at Bryson farmstead at their next meeting and include Leander Public Art Commission representatives present.
9. Library discussion included: library operation cost if brought in house; LS&S included IT tech which brought their personnel to \$500,000; items we would have to add if brought in house; timing is critical; if wishing to do something this year must meet with LS&S within next 10 days; citizens desire to bring in house; termination clause; determine a seamless transition; non-compete pertain to director and full-time employees for right of first refusal but not part-time employees.
10. Charter Amendments discussion included: changing the planning and zoning appointment by place and removal; Type 4B Corporation; non-binding referendum by council; inquire about homestead exemptions; term limits maximum 2 full-terms (6 years) for council and mayor; cap on campaign contributions; require bid contracts (no automatic renewals); ask if campaign contributions donated by someone who ever worked in the city or appeared before the council, increase fine if former employee or elected official works for someone who appears before council and violates ethics commission; transparency and entrust individuals not corrupt if accept funds; and will consider amendments in May 2021.
11. Adjourned Saturday, July 25, 2020 at 4:57 p.m.  
Adjourned Sunday, July 26, 2020 at 12:00 p.m.

APPROVED:



ATTEST:

*Dana Crabtree*  
CITY SECRETARY